Howe Dell School & Day Care

Measles Policy and Procedure

Approved by:	Full Governing Board	**Date:**	01.10.2026

Last reviewed on:	N/A new policy
Next review due by:	Summer 2027

Measles Policy and Procedure

At Howe Dell School and Day Care we are committed to protecting the health, safety, and wellbeing of children, staff, and visitors. Measles is a highly infectious viral illness that can spread rapidly in early years environments. We will take appropriate measures to prevent transmission, manage suspected or confirmed cases, and follow guidance from public health authorities.

This policy/procedure aims to:

- Reduce the risk of measles transmission
- Protect vulnerable children and adults
- Ensure prompt action when measles is suspected or confirmed
- Comply with safeguarding, health and safety, and EYFS requirements

Measles is a highly contagious viral infection spread through coughing, sneezing, and close contact. Symptoms may include:

- High temperature (fever)
- Cough
- Runny nose
- Red, sore, watery eyes
- Small white spots inside the mouth
- Red-brown rash that usually starts on the face and spreads across the body

Howe Dell School and Day Care will:

- Encourage parents to ensure children receive routine immunisations, including the MMR vaccine
- Promote good hand hygiene practices
- Encourage respiratory hygiene ("catch it, bin it, kill it")
- Ensure regular cleaning of frequently touched surfaces
- Maintain up-to-date emergency contact details

Procedure for a suspected case

If a child or staff member develops symptoms suggestive of measles:

1. The child will be separated from other children where appropriate and supervised until collected
2. Parents/carers will be contacted immediately and advised seeking medical advice
3. Staff members with symptoms should leave work immediately and seek medical advice

4. The settings will record the incident and monitor for additional cases. Day Care will report a confirmed case to Ofsted and to Public Health

Confirmed cases

If measles is confirmed:

- The Executive Head Teacher /Day Care Manager /Deputies
- setting manager will follow advice from health protection professionals
- We will contact East of England Health Protection Team at EastofEnglandHPT@ukhsa.gov.uk and 0300 303 8537
- Parents/carers of children attending the setting will be informed as advised by public health authorities
- Confidentiality will be maintained
- Additional cleaning measures will be implemented if recommended

Exclusion period

Children or staff with measles should not attend the setting and should remain excluded for at least **4 days after the rash first appears** and until they are well enough to return.

Vulnerable individuals

Measles can make people very ill, particularly those in vulnerable groups. It may be helpful to identify people who attend the setting that are in vulnerable groups so that they can be quickly identified if they come into contact with a measles case. Special consideration will be given to:

- people who are immunosuppressed
- People who are pregnant who are not fully vaccinated against measles
- infants younger than 12 months The Health Protection Team (HPT) may also contact an education or childcare setting directly if they become aware of a case of likely or confirmed measles so having this information to hand will be helpful.

Public health advice should be sought if exposure occurs.

Record keeping

We will:

- Record all suspected and confirmed cases and maintain contact with The Heath Protection Team and log all actions
- Keep records of actions taken
- Review procedures following any outbreak

Responsibilities

Executive Headteacher and Day Care Manager/Deputies

- Ensure staff understand how to implement this policy as and when required
- Liaise with health authorities when required
- Communicate appropriately with families
- Maintain records.

Staff will:

- Report suspected symptoms promptly
- Follow infection control procedures
- Support implementation of exclusion requirements

Parents/Carers will:

- Inform the setting if their child is diagnosed with measles
- Follow exclusion guidance
- Keep contact information up to date

Appendix 1- (i) letter for parents and carers informing of measles
(ii) letter for staff
(iii) letter to parents re suspected case and importance of immunisation

Appendix 2 - Measles fact sheet

Appendix 3- Further information and resources

This document will be reviewed annually or sooner if government or public health guidance changes.

Relevant Guidance

- UK Health Security Agency (UKHSA)
- NHS Measles Information
- EYFS Statutory Framework

Appendix 1 - Template letters

(i) Letter for parents and carers of nurseries and childminders – please update as per your scenario. For distribution by settings only in agreement with your local health protection team

[Setting Name]

[Setting Address]

[Date]

Dear Parents and Carers,

A child who attends [Setting Name] has suspected measles.

This means that children who also attend the setting and are not fully vaccinated may be at risk of catching measles. Measles is a highly infectious viral infection. It can spread very easily, and people can become unwell quickly.

Please read the information below so you know what to look out for and what actions to take.

Check vaccination status

The MMRV or MMR vaccine is the simplest and most effective way to protect people from measles. It needs 2 doses to work. This is part of the NHS vaccination schedule. Anyone who is not sure if they have had their two doses of MMRV or MMR should check their Red Book or contact their GP practice.

You can catch up for free on the NHS whatever your age,

Children aged under 12 months

If your child under 12 months old attended the setting at the same time as someone who has measles, please contact your GP for advice.

Children with a weakened immune system

If your child has a weakened immune system due to medication or treatment, then please inform the setting and contact your GP urgently for further advice.

Look out for symptoms (in the next 3 weeks) Measles usually starts with cold-like symptoms, followed by a rash a few days later. Some people may also get small spots in their mouth.

Contact your GP or NHS 111 for advice. Please phone before attending any healthcare service in person. This helps prevent the virus being passed to vulnerable people in waiting areas. Children with measles are infectious from four full days before to four full days after the rash starts and should not attend [setting name] during this period.

Further information You can find reliable information here: • Measles - NHS • MMR (measles, mumps and rubella) vaccine - NHS • MMRV (measles, mumps, rubella and chickenpox) vaccine – NHS.

Yours faithfully,

add sig if appropriate

[Name] [Position] [School/Setting Name]

(ii) Letter to setting staff - please update as per your scenario. For distribution by settings only in agreement with your local health

protection team

[School / Setting Name]

[School Address]

[Date]

Measles Information for Staff

Dear colleagues.

A child/staff member who attends [Setting Name] has suspected measles.

This means that staff who are not fully vaccinated against measles may be at risk of catching measles. Measles is a highly infectious viral infection. It can spread very easily, and people can become unwell quickly.

Please read the information below so you know what to look out for and what actions to take.

Check your vaccination status

The best protection against measles is the MMRV or MMR vaccine. Please contact your GP practice to check your immunisation history. If your records show fewer than two doses, your GP can advise you on your eligibility and arrange vaccination.

People with a weakened immune system.

If you have a weakened immune system, due to medical condition or treatment, then please contact your GP as soon as possible and explain you may have been exposed to a case of measles.

People who are pregnant

If you are pregnant and have uncertain or incomplete vaccination history, contact your GP or midwife for advice.

Look out for symptoms (in the next 3 weeks) Measles usually starts with cold-like symptoms, followed by a rash a few days later. Some people may also get small spots in their mouth.

Contact your GP or NHS 111 for advice. Please phone before attending any healthcare service in person. This helps prevent the virus being passed to vulnerable people in waiting areas.

When staff with measles can return to work. Staff with measles are infectious from four full days before to four full days after the rash starts, and should avoid babies, people who are pregnant and those with weakened immune systems during this time. They should only return after this time and when they are better.

Further information

You can find reliable information here:

• Measles - NHS

• MMR (measles, mumps and rubella) vaccine - NHS

• MMRV (measles, mumps, rubella and chickenpox) vaccine - NHS

Thank you for helping us reduce the spread of infection in our school community.

Yours sincerely,

Add sig if appropriate

[Name]

[Position]

[School/Setting Name]

(iii) Letter for parents and carers of the school - please update

section as per your scenario. For distribution by settings only in agreement

with your local health protection team

[School / Setting Name]

[School Address]

[Date]

Dear Parent/Carer,

A child who attends [Setting Name] has suspected measles. This means that children who are not fully vaccinated against measles may be at risk of catching measles. Measles is a highly infectious viral infection. It can spread very easily, and people can become unwell quickly. Please read the information below so you know what to look out for and what actions to take.

Check your vaccination status

If you are unsure whether your child has received MMRV or MMR vaccine, please

contact your GP to check their vaccination record and arrange vaccination if needed.

Contact your GP urgently if your child has a weakened immune system. If your child has a weakened immune system, due to medication or treatment, then please inform the setting and contact your GP urgently for further advice.

Look out for symptoms (in the next 3 weeks)

Measles usually starts with cold-like symptoms, followed by a rash a few days later. Some people may also get small spots in their mouth. Contact your GP or NHS 111 for advice. Please phone before attending any healthcare service in person. This helps prevent the virus being passed to vulnerable people in waiting areas.

Children with measles are infectious from four full days before to four full days after the rash starts and should not attend [setting name] during this period.

Thank you for helping us reduce the spread of infection in our school community.

Yours sincerely,

Add sig if appropriate,

[Name] [Position] [School/Setting Name

Appendix 2 - Measles factsheet

What measles is

Measles infection is caused by a virus, and spreads between people very easily. Once symptoms start; people can become unwell quickly. You can get measles at any age, but it is often young children who catch it.

How measles spreads

You can catch measles through close contact with someone who has measles. This could be from the air when they cough or sneeze, or by touching things that someone with measles has coughed or sneezed on. Measles spreads very easily in households and in other places where people mix closely together.

You can be protected from catching measles if you have had 2 doses of the measles, mumps, rubella and varicella (MMRV) vaccine or the measles, mumps and rubella (MMR) vaccine, or if you have had the infection before.

A person with measles can spread the infection in the 4 days before they get the rash until 4 days after their rash starts.

Symptoms of measles

Symptoms of measles can start 7 days after first catching the infection. It usually takes between 10 and 12 days to develop symptoms. Sometimes it can take up to 21 days for any symptoms to appear after catching the infection. Measles usually starts with cold-like symptoms.

The first symptoms of measles include:

• a high temperature

• a runny or blocked nose

• sneezing

• a cough

• red, sore, watery eyes

Small white spots may appear inside the cheeks and on the back of the lips a few days later. These spots usually last a few days.

A rash usually appears 2 to 4 days after the cold-like symptoms started. The rash usually starts on the face and behind the ears before spreading to the rest of the body. The spots of the measles rash can sometimes be raised. They may join to form blotchy patches. They are not usually itchy. The rash looks brown or red on white skin. It may be harder to see on brown and black skin.

Examples of the rash can be seen on the NHS website.

How serious is measles?

Around 1 in 15 people with measles can become seriously unwell. Younger children, people who are pregnant and people with weakened immune systems are more likely to become seriously unwell.

The more serious complications of measles can include:

• ear infections

• lung infection (pneumonia)

• diarrhoea

• dehydration

• fits (which are less common)

Measles infection during pregnancy can result in the loss or early birth of the baby.

Preventing measles – MMRV/MMR Having the MMRV or MMR vaccine is the best way to prevent measles. The MMRV or MMR vaccine is the simplest and most effective way to protect people from measles. It needs 2 doses to work. This is part of the NHS vaccination schedule. As of 1 January 2026, children are offered a combined measles, mumps, rubella and varicella (MMRV) vaccine instead of measles, mumps and rubella vaccine (MMR), as part of the childhood routine 2-dose vaccination schedule. The first dose is usually given to children aged 12 months old, and the second dose is given at 18 months.

The MMRV replaced the MMR in the NHS vaccination schedule in 2026. The MMR vaccine is still available to children and adults born on or before 31 December 2019 who were not vaccinated against measles, mumps and rubella when they were younger.

Children born on or after 1 January 2020 who are not fully vaccinated against measles will be offered MMRV. If your child is identified as a close contact of someone with measles, sometimes your doctor may recommend the MMRV vaccine is given earlier than these scheduled doses. If a dose is given to an infant aged under 1 year of age the usual 2 doses of MMRV still need to be given at the usual times (with a minimum of 1 month gap between any doses).

If someone has missed a dose or are unsure if they have had any vaccinations, the vaccine can be given at any age. Parents and carers can check their child's red book for their vaccination records.

People who are pregnant or people with weakened immune systems should not have the

vaccine. If they think they have had contact with someone with measles they should speak to their GP or midwife for further advice.

For more information on MMRV or MMR vaccinations visit:

MMRV (measles, mumps, rubella and chickenpox) vaccine - NHS

Or MMR (measles, mumps and rubella) vaccine - NHS

Staying away from other people if you are unwell with measles

A person with measles can spread the infection in the 4 days before they get the rash. Once the rash starts, they can still spread the infection for another 4 days. If you have been told by a healthcare professional that you might have measles, you should stay away from childcare, school or work for at least 4 full days from when your rash first appeared. You can return to your normal activities 4 full days after the rash starts if you feel well and you no longer have a temperature.

Treatments for people with measles

Measles usually starts to get better in about a week. It can help to rest and drink plenty of fluids, such as water, to avoid dehydration. Measles can sometimes cause other illnesses. If you have been told by a healthcare professional that you might have measles and think that you or your child is developing more serious health effects, you should contact your GP.

Further information on measles is available at: http://www.nhs.uk/conditions/measles

Appendix 3 – Further information and resources

The following resources will remain up to date and should be used as the point of reference.

Education setting resources

• Health protection in education and childcare settings

• A table explaining exclusion period of cases for different childhood infections

• Hand hygiene resources for education settings

• Measles - NHS (www.nhs.uk)

• Measles easy read factsheet

Immunisations: resources for nurseries and schools, including primary, secondary school and nursery reminder posters and postcards to send to parents and posters paper copies. Available to order now to get prepared.

• Guides to MMRV vaccination for parents Including guides to the MMRV vaccination for parents in a variety of languages (English, Polish, Romanian, Romany, Russian, Spanish, Somali, Tigrinya, Tagalog, Turkish, Twi, Urdu, Ukrainian, Vietnamese, Yiddish, Yoruba)

Guides on immunisation for children and young people born on or after 1st Jan 2020

• A guide to immunisation for babies up to 13 months of age: for children born on or after 1 January 2025 in English.

• Guide to Immunisations at one year of age in English. Quick guide translated and accessible versions are available to order at Home - Health Publications.

• Vaccinations for children aged 18 months in English.

• The MMRV is featured in the new version of the pre-school vaccinations: guide to vaccinations from 2 to 5 years. Paper copies available in English now.

• Childhood vaccination postcard January 2026 - This postcard features the immunisation schedule from 1 January 2026. Please order copies of this postcard to be given to parents and carers of children aged 0-5 years of age.

• MMRV vaccination guides and posters for parents and carers.

• Further information on the Measles, mumps, rubella and varicella (MMRV) vaccination programme

• More information on the Routine childhood immunisations from 1 January 2026

Blogs

• What to do if you think your child has measles and when to keep them off school - The Department for Education (blog.gov.uk) (January 2024)

• How the MMRV protects against 4 potentially serious illnesses, including measles and chickenpox – UK Health Security Agency (December 2025)

• What are the symptoms of measles and how can I best protect my child? – UK

Health Security Agency (March 2026) Resources and print ready materials for children and adults born on or before 31 December 2019

• Think Measles patient leaflet - Think Measles!

• Think Measles poster for young people - Think measles: patient leaflet for young people - Think measles: poster about measles in young people

• Measles: protect yourself, protect others

• Immunisations for young people guide and leaflet. Paper copies available in English now.

About the UK Health Security Agency

UK Health Security Agency (UKHSA) prevents, prepares for and responds to infectious diseases, and environmental hazards, to keep all our communities safe, save lives and protect livelihoods. We provide scientific and operational leadership, working with local, national and international partners to protect the public's health and build the nation's health security capability.

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